



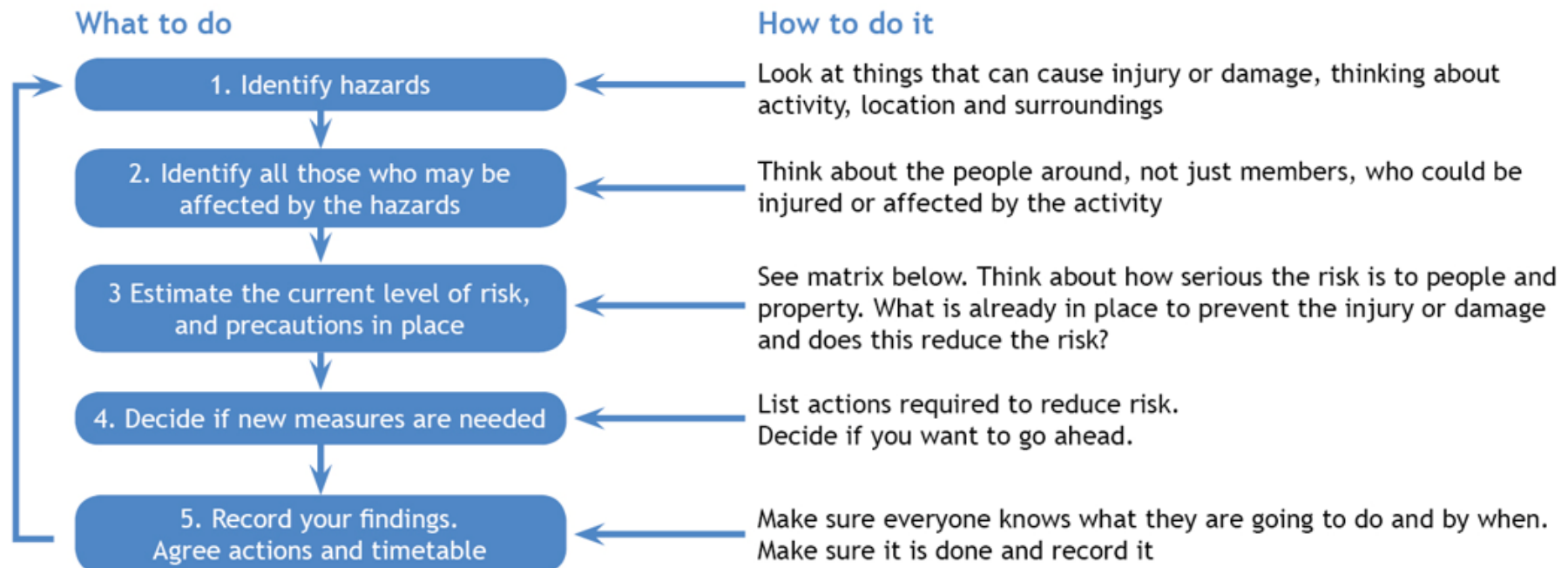
Risk Assessment: Event/Activity

Using this template, you should risk assess activities, trips and events in line with Girlguiding's Risk Assessment Policy. Using the information on the website and this cover page, you should be able to identify effective risk management strategies and tasks to ensure that activities run safely and effectively.

For more information or support with risk assessments, please speak to your local commissioner.

- **Hazards** are anything that has the potential to cause harm (e.g. cars, trip hazards, exposed electrical wires, theft, etc.).
- **Risk** is the likelihood of something happening, combined with the severity of the harm that could be caused by one or more hazards

Risk management is a dynamic cycle that needs to be repeated in order to effectively manage risk. The frequency of reassessment will depend on activity, and new risks could occur that have not previously been assessed. In this instance, a dynamic risk assessment is required.



Severity Likelihood	Slight harm (Superficial injuries, minor cuts and bruises)	Harmful (Minor fractures, ill health leading to minor disability)	Extremely harmful (Multiple injuries, major fractures, fatalities)
Unlikely (Rarely happens)	Low risk	Low risk	Medium risk
Likely (Often happens)	Low risk	Medium risk	High risk
Very likely (Nearly always happens)	Medium risk	High risk	High risk

Event information and risk assessment approval:

Event/Activity (brief description): Boule		Date: 06/05/2023	
Total attending: Up to 12 participants, plus minimum 1 supporting adults.		Those attending: Girlguiding units or other youth organisations, other charities.	
Consent for Event/Activity forms completed: N/A		Venue: Deer Park Activity Centre	
Instructor qualification checked* N/A			
Decision: once all the actions are carried out can you eliminate or safely manage the risk of harm to ensure you can safely go ahead with this event/activity (i.e. have degree of challenge, harm and risk whilst being confident the control measures in place will keep girls safe)			Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If you answered 'no' to the above <i>decision</i> question, please explain why:			
Risk assessment completed by: Anne Anderson		Role: Volunteer/Instructor	
Risk assessment due for review (must be reviewed with every change to either the activity or government guidance on coronavirus safety measures):		Date: 06/05/2024	

¹ Adults refers to adult volunteers who are part of the event/activity delivery team

*Refer to the Activities Finder for information about instructor qualifications

Note to leaders:

We recommend you agree with your commissioner in advance how long they will need to review your risk assessment.

Hazards What could cause harm or damage?	Who or what is at risk of being affected and how?	What are you already doing? How have you reduced the risk already?	Likelihood of risk occurring (L/M/H)	Severity of risk (L/M/H)	Are further controls necessary? What else needs to happen to reduce the risk to an acceptable level?	Action by: name/date
Slips, trips and falls on/around boule court	All - injury	<p>Visual checks made before the session starts and any hazards removed.</p> <p>Rules and safety explained at start of the session.</p> <p>Covering and weights to be stored safely away from main playing area when not in use.</p>	Low	Low	<p>Adult supervision throughout.</p> <p>Ensure the group is wearing appropriate footwear. Ensure laces are tied up.</p> <p>Activity is group leader led and therefore the visiting group is responsible for having a suitably qualified 1st aider and a 1st aid kit.</p>	Group leader - before and at start of each session
Hit by moving vehicle	All - accident, injury	<p>Awareness that the boule court is next to the car park.</p> <p>Player numbers limited to 12 to ensure all can take part without the need to be on the car parking surface.</p>	Low	Medium	Adult supervision throughout.	Group leader - ongoing
Inappropriate clothing/ jewellery	All - damage to jewellery by boules	Visual check of participants, to ensure they are wearing appropriate clothing and shoes. Remove jewellery, particularly rings.	Low	Low		Group leader - start of session

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Excessive stress/ strain	All - injury (muscular)	Gentle warm exercises are recommended. Follow guidelines and adhere to safe practice. Reinforce safety messages	Low	Low	Adult supervision throughout.	Group leader - start of session/ ongoing
Hit by boule	All - injury	Follow guidelines and adhere to safe practice. Ensure the boule court remains empty of participants whilst the game is in progress.	Low	Low	Adult supervision throughout.	Group leader - ongoing
Inappropriate behaviour or pre-existing injuries within the group	All - misuse or lack of control of equipment leading to purposeful or accidental striking of other people, injury	Group leader to be aware of any relevant previous and existing medical issues. Adult:child ratios to comply with Girlguiding rules. Group leader to inform activity lead/ instructor of any other issues including behavioural. Group leader to cease the session if behaviour is deemed to be posing a hazard to the activity.	Low	Medium	Groups must provide at least one adult to supervise their group throughout the session. Additional adult supervision should be provided by the group if there are known concerns.	Group leader - prior to/ during each session

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Contact with 'foreign objects' on the boule court	All - injury	Inspect area prior to start of session, remove any hazards.	Low	Low		Group leader - start of session
Extreme weather <ul style="list-style-type: none"> • Sunburn • Hypothermia • Hyperthermia 	All	Group leaders to check weather forecast prior to activity and observe conditions throughout. If necessary, change plans. Ensure participants have suitable and adequate clothing including sun protection. Reminders to drink plenty during extreme heat.	Low	Low	Groups must provide at least one adult to supervise their group throughout the session.	Group leader - prior to/ during each session
Heavy lifting	All - injury	Care should be taken when moving the weights that hold the covering in place.	Low	Low		Group leaders/ Deer Park team - before/ after session
Presence of wildlife	Participants - illness, upset, animal bite	Boule court is covered when not in use and weights used to keep the covering in place. If wildlife (eg rabbit, badger, squirrel: dead or alive) is found under the covering, this should be removed.	Low	Low		Group leaders - start of session

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Lack of 1 st aid provision	All - worsening injury	Activity is group leader led and therefore the visiting group is responsible for having a suitably qualified 1 st aider and a 1 st aid kit.	Low	Low		Group leader - prior to the activity starting